

ELECTRONIC MEMORANDUM

TO: Human Resources Directors and Agency Heads

FROM: Sam Wilkins

DATE: April 4, 2005

SUBJECT: OHR Web Site

The Office of Human Resources has been working to enhance our web site as a resource for you, and to make it easier for you to find information. The updated site was launched Friday, April 1, 2005, and is immediately available for your use. For a short period of time, the former website will redirect you if you access the OHR site through an established bookmark. After May 2, 2005, the former website will no longer be accessible; therefore, we ask that you update your bookmarks with our new address.

We have enhanced the site by arranging its information according to the needs of our various customers. When you visit, you will see that our home page (www.ohr.sc.gov) has been arranged according to four (4) different categories: state agency, job applicant, current state employee, and statistical information.

* Agencies can access information through our EMPLOYER SERVICES section. Here, you will find FAQ's, model policies, links to the HR Regulations, etc.

* Those interested in seeking employment with the State can find information about state jobs through our CAREER OPPORTUNITIES section. Here potential applicants will have access to an updated State Jobs page, links to the State Application, and other information about employment with state government.

* Current employees seeking HR-related information can find it in the EMPLOYEE SERVICES area. Here, employees can find summary information about benefits, access to OHR's on-line Newsletter, and information about training and development opportunities for state employees.

* Finally, those interested in demographic and other statistical information can visit the STATISTICAL INFO area. Here, you will find historical information about state employee pay increases, as well as general workforce demographics.

We believe these changes will make it easier for you to find the information you're looking for, as we have tried to organize it according to each visitor's needs.

We are sure there will be changes necessary as we seek to continually improve the site. Please visit us on the web, and let us know what you think about the new arrangement. Also, if there is any additional information you'd like to see available through the web, please let us know and we'll try to help meet your needs.

If you have any questions or comments, please don't hesitate to call your HR Consultant.

Sam Wilkins
Director, Office of Human Resources